

**RULES
OF
THE UNIVERSITY OF TENNESSEE
HEALTH SCIENCE CENTER**

**CHAPTER 1720-3-1
HONOR CODE**

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1720-3-1-.01 THE HONOR CODE.

(1) PREAMBLE AND PURPOSE.

- (a) The Honor Code of The University of Tennessee Health Science Center is promulgated so that student academic affairs are conducted under the highest standards of individual responsibility. The Honor Code promotes personal honor and integrity, in the best traditions of the health science professions. The Honor Code promotes academic honesty and integrity in the classroom, laboratory, clinics and other academic endeavors. The Honor Code requires students to uphold its principles of fairness, professionalism, and ethical behavior; and it also provides procedures to adjudicate alleged violations. By their pledge to subscribe to and uphold this Honor Code, UT Health Science Center students assume the responsibility for the effective application of the Honor Code, and their own academic and professional honesty and integrity. Students are required to sign the honor code pledge as a condition for enrollment at UT Health Science Center.
- (b) Faculty and staff also have a responsibility to participate in the application, enforcement, and procedures of the Honor Code.

(2) PRINCIPLES OF THE HONOR CODE

- (a) All UT Health Science Center students are bound by this Honor Code and pledge to act in accordance with the highest principles of ethical and professional conduct. These principles condemn any act of dishonor relating to the academic, clinical, research and professional programs at UT Health Science Center. The pledge states that any knowledge of a violation shall be reported in accordance with the provisions and procedures of the Honor Code.
- (b) The principles of this Honor Code apply to all:
 - 1. Tests or examinations.
 - 2. Oral, written, or practical reports that are a part of a student's academic and research program.
 - 3. Clinical and laboratory experiences.
 - 4. Scientific research.
 - 5. Other student activities relating to the academic, clinical, and research programs of UT Health Science Center.
- (c) SCOPE: The Honor Code is not to be interpreted or administered to cover any aspect of the student's life other than those listed under Articles II and III. [Rule 1720-3-1-.01(1) and (2)].

(Rule 1720-3-1-.01, continued)

- (d) EXAMINATIONS: The dates, times, places, durations, and conditions of examinations are established by university regulations or by individual faculty. Faculty presence during tests or examinations is determined by individual college policy, as determined by the Dean of the college.
- (e) ORIENTATION: All entering students are given instructions and information regarding the Honor Code during student orientation. The orientation includes the purpose, pledge, rules, and procedures relating to the Honor Code.

Supplemental orientations with updated information is available to all enrolled students from the Office of Student Life.

Each college is responsible for administering an orientation program for its students. Additional information and materials relating to the Honor Code may be obtained from the Office of Student Life.

(3) VIOLATIONS OF THE HONOR CODE

- (a) It is a violation of the Honor Code for a student to:
 - 1. Use, give, or receive any unauthorized aid during any test or examination, in the preparation of oral, written or practical reports, or in clinical or laboratory work, that are a part of a student's academic program.
 - 2. Record or report fraudulent data relating to patient care, willfully neglect clinical responsibilities, or otherwise compromise patient treatment through lack of professional integrity.
 - 3. Plagiarize - present another person's work as one's own.
 - 4. Falsify data in scientific research and reports.
 - 5. Collaborate with others in assigned out of class activities, if directions or instructions, written or verbal, specify only individual application and effort is permitted.
 - 6. Falsify academic or clinical records.
 - 7. Maliciously and falsely accuse another student of an Honor Code violation.
 - 8. Assist another student in committing any of the specified violations.
 - 9. Fail to report a violation reasonably believed to have been committed.
 - 10. Discuss or reveal confidential information or materials relating to allegations, investigations, charges and Honor Court hearings.
 - 11. Engage in other similar acts of dishonesty.
- (b) Students, faculty, staff and/or test administrators must report observed violations to a member of the college Honor Council, in accordance with Honor Code procedures.
 - 1. Any alleged violation under Article III, Section A.2 or A.I [Rule 1720-3-1-.01(3)(a) 2 or 4] shall be immediately reported by the President or Faculty Advisor of the Honor Council to the principal clinician or investigator after the alleged violation is received.

(Rule 1720-3-1-.01, continued)

- (c) Suspicious Activity: If someone witnesses suspicious behavior, but is uncertain of a Honor Code violation, the person may informally report the behavior to a college Honor Council member. The Honor Council member will counsel with the suspected student and advise the student that such actions are suspicious and, if continued, may lead to a formal complaint. A Honor Council member receiving a report of suspicious behavior must notify the Honor Council President before counseling the student.

(4) ADMINISTRATION OF THE HONOR CODE

(a) PARTICIPANTS

1. STUDENTS: The Honor Code pledge is signed by all students enrolled at the UT Health Science Center. This signed pledge is a student's pledge of honesty and integrity. The pledge obligates the student to support the ethics and provisions of the UT Health Science Center Honor Code and to participate in its procedures and actions.
2. FACULTY AND STAFF: The faculty and staff participate in the Honor Code by endorsing and supporting the principles of the Code and by applying its rules and procedures.
3. ADMINISTRATION: Offices relating to student affairs are responsible for providing advice to students regarding Honor Code procedures.
 - (i) Faculty advisors to college Honor Councils support the Honor Code by providing advice and counsel to Honor Council members regarding rules, procedures and the appropriate methods of administering the rules and procedures.
 - (ii) The Office of Student Life provides advice and orientation to College Honor Council members, faculty advisors, and other students.
 - (iii) The UT Health Science Center Registrar (1) makes available to each new student a printed copy of the Honor Code prior to matriculation, (2) insures that the Honor Code pledge is signed by each new student, and (3) retains the signed Honor Code pledge as a part of each student's official file.
4. HONOR COUNCILS OF THE COLLEGES: Each college has an Honor Council that functions under the rules delineated in this Honor Code. Alleged violations of the Honor Code are processed by the Honor Council of the college in which the alleged violation occurred.

Authority: T.C.A. §49-9-209(e). **Administrative History:** Original rule filed September 15, 1976; effective October 15, 1976. Amendment filed July 29, 1983; effective October 14., 1983. Repeal and new rule filed October 16, 1984; effective January 14, 1985. Repeal and new rule filed May 27, 1986; effective August 12, 1986. Repeal and new rule filed June 18, 1996; effective October 28, 1996. Amendment filed November 17, 2000; effective March 30, 2001.

1720-3-1-.02 PROCEDURES AND HEARING OPTIONS.**(1) PROCEDURE FOR REPORTING ALLEGED VIOLATIONS**

- (a) A complaint against any student may be filed by a student, faculty or staff member observing a suspected violation. Each complaint must be written and signed by the accuser and presented to any member of the appropriate Honor Council.
- (b) Signed complaints are given or forwarded to the college Honor Council president and shall not be discussed with other students.
- (c) The signed complaint of one individual is sufficient to initiate an investigation of charge(s) against a student.
- (d) The president of the Honor Council appoints a council member to investigate alleged violation of the Honor Code. The investigator investigates the facts of the alleged violation(s). If the investigator finds probable cause to believe that a violation has been committed, the investigator recommends issuing a Notice of Charge. The president, upon the recommendation of the investigator, issues a Notice of Charge to the accused. The Notice of Charge is sent to the accused via certified mail.

If the investigator determines there is no violation, the allegation is dismissed.

- (e) The identity of the person(s) who reported the allegation is confidential throughout the initial investigation. In the event that a Notice of Charge is issued, the accused is notified of the name(s) of the accuser(s) upon request.
- (f) Allegations, investigations, charges and Honor Court hearings are confidential.
- (g) Role of the Investigator:
 - 1. Upon receipt of a signed complaint, the college Honor Council president appoints an investigator who is charged with investigating the allegation.
 - 2. The investigator makes a recommendation to the college Honor Council president within seven (7) University working days after the investigator receives the assignment to investigate the allegation. The investigator's report, either oral or written, recommends whether a formal charge of violation should be issued by the Honor Council president.

The investigation period is advisory and not mandatory due to administrative closings, holidays and class schedules.
 - 3. The investigator is responsible for prosecuting charge(s) before the College or University Honor Court if the accused requests a Honor Code hearing. A council member does not vote in any proceedings for which the member served as the investigator.

(2) RIGHTS AND PROCEDURES OF THE ACCUSED

- (a) Notice of Charge. A student charged with a violation of the Honor Code receives written notice of charge(s) stating the following:
 - 1. The substance of the charge(s).
 - 2. The possible penalties.
 - 3. The right to a hearing if the student contests the charge(s) or action.

(Rule 1720-3-1-.02, continued)

4. The name and address of the person to whom a request for a hearing should be directed.
5. A statement indicating that a request for a hearing must be made within five (5) University working days of receipt of this notice.

(b) Procedure for the Accused.

1. On receipt of the Notice of Charge, the accused student, within five (5) University working days, must respond to the college Honor Council president indicating either
 - (i) An intent to plead guilty to the violation and willingness to accept the penalty assigned by the Dean; or
 - (ii) A denial of the charge and indicating a desire to make an appeal of the charge under one of the following hearing options:
 - (I) Uniform Administrative Procedures Act (UAPA),
 - (II) College Honor Court,
 - (III) University Honor Court
2. The student who does not respond in writing within five (5) University work days, waives the option of having the case heard in a College or University Honor Court, and the charge will be adjudicated under the provisions of the UAPA.
3. Rights of the Accused.
 - (i) The student has a right to a hearing in accordance with the contested case provisions of the Uniform Administrative Procedures Act (UAPA), T.C.A. §§ 4-5-301 through 4-5-325. The hearing will be held under the provisions of the UAPA in the absence of a voluntary written waiver of this right.

If the student waives the right to a hearing under UAPA, the hearing will be held in accordance with the UT Health Science Center Honor Council Hearing procedures listed under Article VII, Hearing Court Options 2 and 3. [Rule 1720-3-1-.02(3)(a) 2 and 3].

- (ii) For UAPA Hearings, students may be represented by Legal Counsel. The option to obtain Legal Counsel is at the student's expense. If representation by Legal Counsel is desired, the student must provide notice of intent to be represented by Counsel concurrent with the request for the UAPA hearing. In College Honor Court and University Honor Court hearings, students may not be represented by legal counsel.
- (iii) In College Honor Court and University Honor Court hearings, the College Honor Council President or the Director of Student Life will make available to an accused student, an advisor (student, faculty, or staff) knowledgeable of the Honor Code and hearing procedures. The advisor will be available to the accused prior to, and during the hearing.

(3) HEARING COURT OPTIONS

(Rule 1720-3-1-.02, continued)

- (a) An accused student who wishes to have a hearing on a charge has a choice of hearing options.

1. Uniform Administrative Procedures Act (UAPA). This act provides students a hearing under the State of Tennessee mandatory hearing option. A hearing under this law is held by a hearing officer appointed by the Vice President for Health Affairs of UT Health Science Center. The Office of General Counsel will prosecute the charge in UAPA hearings, even if the accused student is not represented by legal counsel. This hearing procedure is used in the absence of a voluntary written waiver of this right.
2. College Honor Court. Each UT Health Science Center college has an Honor Court. Rules of membership, assembly, quorum, and voting are defined in each college's addendum.

All proceedings of the college Honor Court hearing follow the procedures described in the Honor Code and in the respective college addendum. The college Honor Council president is responsible for administering the hearing, including selecting the date, appointing the Honor Court panel, notifying all parties, and recording and maintaining records of the college Honor Court hearings.

The selection and service of the college Honor Court members shall follow the guidelines and procedures stated in the respective college Honor Court addendum. Members of the panel shall be impartial and members who believe they cannot be impartial shall recuse themselves from serving on the panel. The accused student may request the removal of any panel member he/she thinks might not be impartial. Decisions for such removal will be made by the college Honor Court president.

3. University Honor Court. The panel shall be composed of students from all colleges at the UT Health Science Center. Each college nominates two Honor Council members to the University Honor Court pool. The Director of Student Life will appoint seven (7) hearing panel members, from a pool of nominees, with at least two (2) panel members from the college of the accused. A chairperson will be selected from the panel and will be responsible for conducting the hearing. Members of the panel shall be impartial and members who believe they cannot be impartial shall recuse themselves from serving on the panel. The accused student may request the removal of any panel member he/she thinks might not be impartial. Decisions for such removal will be made by the Chairperson of the Hearing Court or by the Director of Student Life.

The Director of Student Life or designee will be responsible for making the appropriate arrangements and notifying all parties of the time, date and place of the hearing. The Director of Student Life or designee shall also be responsible for tape recording the hearings and maintaining the records of the University Honor Court hearings.

- (b) Guidelines for Honor Court Hearings.

The following guidelines shall apply to College and University Honor Court hearings:

1. The hearing is held as soon as possible following receipt of the accused request for a hearing under the Honor Code system.
2. The accused has the right to be present at all times during the hearing, except during the deliberation of the Honor Court, and is afforded a full and fair opportunity to present all evidence, including witnesses, reasonably relating to the charge or action at issue. Evidence that is irrelevant, immaterial, repetitious, or cumulative may be limited. Judicial rules of evidence and procedure do not apply.

(Rule 1720-3-1-.02, continued)

3. The accused, the investigator and Honor Court members have the right to question all witnesses.
4. An appropriate record is made of the hearing procedures. However, defects in the record do not invalidate the proceedings. (A tape recording system is available and should be used).
5. The investigator has the responsibility of proving, by a preponderance of the evidence, the truth of the charge(s) at issue.
6. A majority vote of the panel is required for any decision.
7. Following the conclusion of the hearing, the hearing panel considers the evidence and presents written findings, conclusions, and recommendations to the dean of the college in which the violation occurred.
8. A faculty member will be notified of the outcome of any Honor Code investigation or hearing if they were an accuser or witness in the matter.

(4) PENALTIES

- (a) Penalties for violating the UT Health Science Center Honor Code are assigned by the respective college Dean. Penalties may be probation, suspension, dismissal, or any other action deemed appropriate by the dean of the college in which the violation occurred. The Honor Court may make advisory recommendations or suggestions to the dean regarding the consequence and severity of the punishment.
- (b) The Dean will determine the penalty to be assigned, if the accused is found guilty. The Dean considers the evidence, written findings, conclusions, and recommendations of the Honor Court in determining a punishment.
- (c) The Dean must respond with a decision within 10 University working days of receipt of the hearing court decision. In instances in which the Dean is unavailable, a designee will be appointed.

(5) APPEALS

- (a) The accused may appeal the action of the Dean by submitting an appeal, in writing, to the Vice President for Health Affairs within 10 days of receipt of the decision of the Dean. Where a charge is found to be true, the student charged has the burden of proving that the disciplinary action proposed is unreasonable.
 1. Any appeal to the Vice President for Health Affairs can be only for the penalty assigned by the Dean. The decision of the Honor Court can not be appealed to the Vice President for Health Affairs.
- (b) The Vice President for Health Affairs, or designee, must respond with a decision within ten (10) University working days of the request for the appeal.

Authority: T.C.A. §49-9-209(e). **Administrative History:** Original rule filed September 15, 1976; effective October 15, 1976. Amendment filed July 29, 1983; effective October 14, 1983. Repeal and new rule filed October 16, 1984; effective January 14, 1985. Repeal and new rule filed May 27, 1986; effective August 12, 1986. Repeal and new rule filed June 18, 1996; effective October 28, 1996. Amendment filed November 17, 2000; effective March 30, 2001.

1720-3-1-.03 HONOR COUNCILS, REPORTS AND AMENDMENTS.**(1) COLLEGE HONOR COUNCILS**

- (a) **Composition and Elections:** The composition of the Honor Council and the procedure for election of the Honor Council members officers are determined by each college. Information describing the college councils provisions is provided in the Addenda.
- (b) **Officers of the Honor Councils:**
 - 1. **Elections:** Each Honor Council elects officers from its members for the following offices: president, vice-president and secretary.
 - (i) **President.** The president (a) presides at all meetings of the Honor Council, (b) arranges for the hearing of any accused student, and (c) performs other duties as specified in this Honor Code.
 - (ii) **Vice-president.** The vice-president assumes the duties of the president in that officer's absence.
 - (iii) **Secretary.** The secretary (a) manages the correspondence of the Honor Council, (b) notifies all members of Honor Council meetings, (c) records attendance at meetings, and (d) keeps records of all meetings.
- (c) **Removal from Council:** A member may be removed by two-thirds vote of the Council members for the following reasons:
 - 1. Absence from two consecutive meetings of the Honor Council.
 - 2. Failure to fulfill responsibilities in accordance with this Honor Code.
- (d) **Vacancies in an Honor Council** are filled in accordance with college rules and regulations governing election of members.
- (e) **General Duties of the Honor Council:**
 - 1. To administer the Honor Code, the Honor Council meets at least once during the first month of each fall term and thereafter at its discretion.
 - 2. Conducts hearings of alleged violations.
 - 3. Keeps adequate records of all hearings that result from alleged violations of the Honor Code and reports findings to the Director of Student Life.
 - 4. Forwards findings and recommendations in Honor Code violation proceedings to the Dean of the college.
 - 5. Ensures that the information contained in this Honor Code is promulgated, discussed, and made readily available to all students of the college.

(2) REPORTS

- (a) Information regarding the number of alleged Honor Code violations, hearings, and decisions resulting from these hearings must be kept by Honor Council presidents and reported to the Director of Student Life at the end of each academic term.

(Rule 1720-3-1-.03, continued)

(3) AMENDMENTS

- (a) A proposed amendment to this Honor Code shall be presented in writing to the President of each UT Health Science Center Honor Council. Amendments must be approved by a majority vote of the Council of each college, and by the College Honor Council Presidents, prior to submitting to the SGAEC, the UT Health Science Center Chancellor and the University's Board of Trustees.
- (b) Approved amendments to a college addendum shall be presented in writing to the President of the Honor Council of the college affected by the proposed amendment and need only to be approved by a majority vote of that college Honor Council. Upon approval, and concurrence by the college Dean, the amendment shall be submitted to the Chancellor and to the University's Board of Trustees.

(4) PLEDGE

- (a) Each UT Health Science Center student, before matriculation, or during the new student orientation period, is required to sign the following pledge:

"I have read carefully the Honor Code of The University of Tennessee Health Science Center and fully understand its meaning, significance and application. I agree to abide by this Honor Code while a student in this institution and agree to accept all of its implications without reservation."

 Signature

 Date

 Social Security Number

 College

Authority: T.C.A. §49-9-209(e). **Administrative History:** Original rule filed September 15, 1976; effective October 15, 1976. Repeal and new rule filed October 16, 1984; effective January 14, 1985. Repeal and new rule filed May 27, 1986; effective August 12, 1986. Amendment filed September 3, 1992; effective December 29, 1992. Repeal and new rule filed June 18, 1996; effective October 28, 1996. Amendment filed November 17, 2000; effective March 30, 2001.

1720-3-1-.04 ADDENDUM (COLLEGE HONOR COUNCILS).

- (1) COLLEGE OF GRADUATE HEALTH SCIENCES HONOR COUNCIL (including the School of Biomedical Engineering)
 - (a) Composition. The Honor Council of the College of Graduate Health Sciences consists of the Graduate Student Executive Council, who are voting members, and their alternates with voice but not vote. An alternate member may vote in the absence of a voting member for that department.
 - (b) Election of Members. The members of the Honor Council are selected according to the Constitution of the Student Government Association of the UT Health Science Center College of Graduate Health Sciences, Articles IV and V.
 - (c) Vacancy. In the event of a vacancy occurring in the Honor Council, the alternate member from the department in which the vacancy occurs becomes the voting representative for that department.

(Rule 1720-3-1-.04, continued)

- (d) Faculty Advisor. Each year the Dean selects one advisor, with voice but not vote, and who may be present at hearings. The advisor is an ex officio member of the Graduate Student Executive Council.
- (e) Quorum. Five members of the Honor Council are required for a quorum for an Honor Court hearing.

(2) COLLEGE OF ALLIED HEALTH SCIENCES HONOR COUNCIL

- (a) Composition. The Honor Council of the College of Allied Health Sciences shall consist of at least one voting representative from each class of each program. Classes with more than forty (40) students enrolled shall be represented by two voting representatives. Each class in each program shall have one alternate representative with voice but no vote except when serving in the absence of a voting representative from the particular class. Both voting representatives and alternate representatives shall attend regular Honor Council meetings. The Honor Council president shall preside over all regular meetings and Honor Court hearings. The executive officers (President, Vice President, Secretary and Treasurer) of each class governed by the Honor Code, and those of the Student Government Association Council, are ineligible to be members of the Honor Council.
- (b) Election of Members. Each class shall elect its Council representatives within four weeks of the first day of the beginning of classes in the first academic term. Council members shall serve a term of one academic year and may be reelected at the discretion of a class. It is recommended that Honor Council representatives be reelected, if satisfactory, to provide continuity.
- (c) Vacancy. In the event of a vacancy occurring in the Honor Council, the particular class in which the vacancy occurs shall elect a replacement within four weeks of the vacancy. The class may, for continuity, select the alternate representative to fill a vacancy and elect a new alternate representative.
- (d) Faculty Advisor. There shall be two faculty advisors with voice but no vote, one selected annually by the Dean of the College, to serve staggered two year terms. The faculty advisor shall be permitted to attend all proceedings of the Honor Council with voice but no vote.
- (e) Quorum. A quorum of (2/3) two-thirds of the currently elected and enrolled representatives, or their designated alternates, will be required to be in attendance for proceedings concerning an Honor Code violation.
- (f) Proctoring. Faculty may be present during student tests or examinations, in accordance with the Honor Code of the University of Tennessee, Health Science Center.

(3) COLLEGE OF DENTISTRY HONOR COUNCIL

- (a) Composition. The Honor Council of the College of Dentistry consists of three elected representatives from each class and one elected alternate representative from each class. The alternate representative attends all regular meetings and participates in hearings in the absence of a representative from that class or if needed in order to constitute a quorum of the Honor Council for a hearing. During the interval between the graduation of senior representatives and the installation of new freshmen representatives, the alternates function as full Council members and participate in hearings held during this period.
- (b) Election of Members
 - 1. Each new class elects its Council members within eight weeks of the first day of the beginning of classes.

(Rule 1720-3-1-.04, continued)

2. The Honor Council representatives may be reelected at the discretion of a class. However, it is recommended that Honor Council representatives be retained, if satisfactory, to provide continuity.
 - (c) Vacancy. If any Council member is, for any reason, unable to sit in judicial capacity at the hearings, the respective class is represented by the elected Honor Council alternate representative, who assumes all the regular powers of a Council member. Should a regular Council member be removed from office, the vacant position is filled by the alternate member from that class and a new alternate member is elected by the class.
 - (d) Faculty Advisors: Two Faculty Advisors are appointed by the Dean to assist the Council in its operation.
 - (e) Quorum. Two thirds of the active voting membership of the Honor Council shall constitute a quorum. Honor Court decisions are decided by a majority vote of the Hearing Court. A quorum may be established regardless of class distribution or alternate status.
 - (f) Letter of Warning: The purpose of this letter is to notify and warn a student that his/her behavior is raising concern among his/her classmates, staff and faculty and that the activity in question may be in violation of the Honor Code. If the activity or behavior continues, a formal notice of charge may follow.
 - (g) Advocacy. The associate Dean for student affairs shall also be available as the student's advocate and will assist and advise any student(s) charged with an Honor Code violation.
- (4) COLLEGE OF MEDICINE HONOR COUNCIL
- (a) Composition. The Honor Council of the College of Medicine consists of three elected representatives from each class and one elected alternate representative from each class. The alternate representative attends all regular meetings and participates in hearings in the absence of a representative from that class or if needed in order to constitute a quorum of the Honor Council for a hearing. During the interval between the graduation of senior representatives and the installation of new freshmen representatives, all alternates functions as full Council members and participate in hearings held during this period.
 - (b) Election of Members
 1. Each new class elects its Council members within 6 weeks of the first day of the beginning of classes.
 2. The Honor Council representatives may be reelected at the discretion of a class. However, it is recommended that Honor Council representatives be retained, if satisfactory, to provide continuity.
 - (c) Vacancy. If any Council member is, for any reason, unable to sit in judicial capacity at the hearings, the respective class is represented by the elected Honor Council alternate representative, who assumes all the regular powers of a Council member. Should a regular Council member be removed from office, the vacant position is filled by the alternate member from that class and a new alternate member is elected by the class.
 - (d) Faculty Advisor. The faculty advisor is appointed by the Dean, assists the Council in its operation, but shall not be present during Council hearings.

(Rule 1720-3-1-.04, continued)

- (e) Quorum. A quorum of two-thirds (2/3) of the currently elected and enrolled representatives, available on campus, or their designated alternates, will be required to be in attendance for proceedings concerning an Honor Code violation.
- (f) Letter of Warning. The College of Medicine Honor Council reserves the option to issue a letter of warning to a student in the event of multiple complaints describing suspicious behavior, but without a guilty verdict. The purpose of this letter is to notify and warn a student that his/her behavior is raising concern among his/her classmates that the activity in question may be in violation of the Honor Code. If the activity of behavior continues, a formal Notice of Charge may follow.
- (g) Proctoring. Faculty are welcomed and appreciated during the beginning and conclusion of examination periods to answer questions concerning test proceedings and to supervise test administration. An avenue should be available to contact the course director or his/her representative during the exam in the event of problems. However, in the spirit of the Honor Code as a student run system, proctoring of written examinations is not allowed unless directed by an outside testing agency or certifying board. This “no proctoring” provision does not apply to practical examinations or examinations requiring proctoring.

(5) COLLEGE OF NURSING HONOR COUNCIL

- (a) Composition. The Honor Council of the College of Nursing consists of one president, representing all classes, and two representatives from each of the following: a) entering four semester BSN option, b) four semester senior BSN option, c) entering three semester BSN option, d) three semester Senior BSN option, e) RN to BSN option, f) eleven month BSN option, and, g) the graduate program. The Honor Council President presides over all regular meetings and over Honor Council hearings. Both representatives from each class attend regular Honor Council meetings as voting members. In the event of an Honor Court hearing, one representative from each class is selected by the Honor Council president to serve as a member of the hearing panel, and the other representative serves as an alternate.
- (b) Election of Members. The Honor Council president must be a member of the four semester senior class and is appointed by the president of the College of Nursing SGA. The two representatives are elected by each class during the fall election period. The executive officers of each class are ineligible to serve as members of the Honor Council.
- (c) Vacancy. In the event of a vacancy occurring in the Honor Council, a class election is held within 4 weeks of the vacancy to elect a new representative. In the event of a vacancy of the Honor Council president, a new president is reappointed by the president of the College of Nursing SGA.
- (d) Faculty Advisor. The Assistant Dean for Student Affairs shall be the College of Nursing Honor Council faculty advisor. The faculty advisor shall be permitted to attend all proceedings of the Honor Council with voice but not vote.
- (e) Quorum. Two thirds of the active voting membership of the Honor Council shall constitute a quorum. Honor Court decisions are decided by a majority vote of the Hearing Court. A quorum may be established regardless of a class distribution or alternate status.

(6) COLLEGE OF PHARMACY HONOR COUNCIL

- (a) Composition. The Honor Council of the College of Pharmacy consists of three elected representatives from each class governed by the Honor Code who shall be voting members and one alternate member from each class with voice but not vote. The alternate member may vote in the absence of a voting member from that particular class. The executive officers (president,

(Rule 1720-3-1-.04, continued)

vice president, secretary and treasurer) of each class governed by the Honor Code, and those of the SGA Council, are ineligible to be members of the Honor Council.

- (b) Election of Members. The first-year class elects its council members within 6 weeks of the first day of the beginning of classes in the first academic term. The other three classes elect their Council members in the spring Semester of each year, after class elections. Honor Council representatives may be reelected at the discretion of a class, but only at the reelection times specified above and only by majority vote. It is recommended that Honor Council representatives be reelected, if satisfactory, to provide continuity.
- (c) Vacancy. In the event of a vacancy occurring in the Honor Council, the alternate member from the class in which the vacancy occurs becomes the voting representative for that class.
- (d) Faculty Advisor. One faculty advisor, with voice but not vote, is not present at hearings unless at the request of the Honor Council. The faculty advisor is selected each year by the Dean of the college. This advisor must be satisfactory to both the Dean and the student body.
- (e) Quorum. Two thirds of the membership of the Honor Council shall constitute a quorum. Honor Council decisions are decided by a majority vote of the Honor Council. A quorum may be established regardless of class representation or alternate status.

Authority: T.C.A. §49-9-209(e). **Administrative History:** Original rule filed September 15, 1976; effective October 15, 1976. Repeal and new rule filed October 16, 1984; effective January 14, 1985. Repeal and new rule filed May 27, 1986; effective August 12, 1986. Amendment filed September 3, 1992; effective December 29, 1992. Repeal and new rule filed June 18, 1996; effective October 28, 1996. Amendment fled November 17, 2000; effective March 30, 2001.